

Acceptable Proof of Address Documents (ALL Must Be Dated within last 90 days)

Acceptable even just showing initials or without the middle name.

| ID Type | CISL Compliance & Risk Comments | Acceptable to CICL |
|------------------------------------|--|-----------------------|
| Bank Statement | <p>Any statement from a FCA regulated bank or Mortgage Company.</p> <p>Must include:</p> <ul style="list-style-type: none"> - Your Name - Your address as per the policy and matches the driving licence -All Dated (within 90 days) | Y |
| Bank or Building Society passbook. | <p>The passbook must have the bank or building society name.</p> <p>The last transaction date printed in the book must be All Dated (within 90 days)</p> <p>The name and address must be clear in the passbook. If the printed details have been crossed out and the new address handwritten it must have a date and cashier stamp to confirm they have done this. It is not sufficient otherwise.</p> <p>Transactions must be printed in the book. Where they are handwritten they must have the cashier stamp as evidence.</p> | Y |
| Credit Card Bill | <p>Any statement from a FCA regulated bank or Credit Card Company.</p> <p>Must include:</p> <ul style="list-style-type: none"> - Your Name - Your address as per the policy and matches the driving licence -All Dated (within 90 days) | Y |
| Utility Bills | <p>Gas</p> <p>Electricity</p> <p>Water</p> <p>All Dated (within 90 days)</p> | Y |

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| Mobile phone | <p>Must be a contract mobile phone from an Ofcom registered provider (e.g. Orange, 3, Vodafone, 02, T-Mobile).</p> <p>*note the bill must be from the mobile phone provider and not correspondence from the retailer (e.g. Dialaphone, phones4u, Carphone warehouse)</p> <p>All Dated (within 90 days)</p> | Y |
| Insurance documents | <p>Full insurance Certificate & Schedule Letter confirming insurance cover Renewal invitation from the Insurer</p> <p>Document must be from the Insurer not the broker/intermediary</p> <ul style="list-style-type: none"> - Your Name - Your address as per the policy and matches the driving licence -All Dated (within 90 days) | Y |
| HMRC | <p>Tax code notification Self-employment notification of accounts due or overdue Penalty letters Self-assessment confirmation Confirmation of NI contributions or exemptions</p> <p>All Dated (within 90 days)</p> | Y |
| DWP | <p>Tax Credits Benefits Pensions</p> <p>All Dated (within 90 days)</p> <p>You must be named on the document. It is not acceptable if the document is in the name of a partner or spouse.</p> | Y |
| Solicitors letter | <p>A conveyancing letter from a solicitor confirming the purchase of a property, that property being your address. The letter must include in the content that the property at that address has been purchased. It is not sufficient that the letter confirms the purchase of a property but does not state the address, regardless of the address the letter has been sent to, unless it states in the letter that the address is the purchase.</p> <p>All Dated (within 90 days)</p> | Y |

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| Satellite & Cable Bill | <p>Sky, Virgin, BT</p> <p>All Dated (within 90 days)</p> | Y |
| Letter from Council As long as it is from the same council that issued the Taxi Badge. | <p>Must include:</p> <ul style="list-style-type: none"> -Client name -Client address as per the policy and matches the driving licence -All Dated (within 90 days) | Y |
| DBS Certificate | <p>DBS Certificate</p> <p>All Dated (within 90 days)</p> | Y |
| Television Licence | <p>All Dated (within 90 days)</p> | Y |
| Mortgage Statement | <p>Any statement from a FCA regulated bank or Mortgage Company.</p> <p>Must include:</p> <ul style="list-style-type: none"> -Client name -Client address as per the policy and matches the driving licence -All Dated (within 90 days) | Y |